

## **Friends of Multi Arts Center – Board Meeting**

April 10, 2013 – Minutes  
Prepared by Jason Wallace

### **In Attendance**

Judy Ramsay, Denise Ferrell, Jacqui Savage, Bill Miller, Claire Zevnik, Judy Laine, Valerie Bloodgood, Bonnie Hammond, Sissy Osteen, Kathy McKEan, Connie Geresi, Jason Wallace.

### **Excused Absences**

Chris Ramsay, Katie Arroyo (but attended by phone)

Meeting Started 6:05pm.

### **Motions Approved**

- Accept Budget as presented by Director.
  - Kathy the motion to accept. Claire seconded.
- Open Studio (now known as “Multi Arts Members Open Studio”)
  - Sissy made the motion to accept. Kathy seconded.
- Emergency Action Plan, as presented by Bill Miller and Bonnie Hammond.
  - Sissy made the motion to accept, Denise seconded.
- Holiday Schedule – Closed on Easter Sunday.
  - Valerie made the motion to accept, Kathy seconded.
- Helen Gragert Art Festival Award.
  - Judy Ramsey made a motion to turn down the offer from the city to take the award. Motion passed.

### **Treasurer’s Report** (Denise Ferrell)

- 2/28/2013 Beginning Balance - \$40,367.57
- Income - \$100
- Expenses - \$5,409.29
- 3/31/2013 Ending Balance – 35,058.28

### **Director’s Report** (Bill Miller)

- Provided the Budget for 2013 (co-written by Katie Arroyo)
  - Income and Expenses equal at \$110,830
  - Planning more detailed reports, showing all income and expenses per class, for instance.
  - Gallery sold \$820.
- Classes:
  - 17 classes made.
  - 32 completed.
  - 36 canceled.
- Ongoing:
  - Receiving donations

- Addressing electrical problems with kiln
- Awaiting call back pertaining to leak in chemical room (caused by heavy rain).

### **Membership Report** (Claire Zevnik)

- 54 paid members, 9 new this week. Total 63 members.
- Membership Booth at art festival. Both Claire and Bill have family commitments on Sunday 21<sup>st</sup>, so the booth will need volunteers.

### **Gallery** (Connie Geresi)

- Sent a Call to Artists for new artists in the gallery.
- Contacted artists to pick up artwork from the gallery.
- The Sneak Peek was managed well, but the turnout was a bit thin.
  - Taking suggestions for promotion for current and new events. (“First Thursday”?)
- Planning to rotate more artwork on a regular basis. (monthly?)

### **Fundraising & Grants** (Katie Arroyo, and Kathy McKean)

- We applied for a grant from the Arts & Humanities Council (\$3,500 for audio-visual equipment)
- Next project: Seeking funding for glass area, and restarting the glass blowing area.

### **Web** (Jason Wallace)

- Transferred \$96.60 from PayPal to the bank account.
  - Four donations from Lee Freeman for \$25/each.
- Set up the gallery email address to forward messages to Connie Geresi.

### **Bylaws** (Judy Ramsey)

- Finalized the terms of Facility Rental.

### **Events** (Sissy Osteen)

- Setting up a committee meeting Saturday, April 20, 10:00am.

### **Public Relations** (Valerie Bloodgood)

- Working on publicity for the fact that we are open on Sundays.
- Working with the City of Stillwater on publicity on city property.
- Discussed an after-hours promotion with Chamber of Commerce. (\$500)
  - Would require partnering with another company in town.
  - Highly recommended because these events are well-attended.
- Advocacy Day at the capital building. Jacqui Savage and Judy Laine did this last year, and it seemed to work. The next one will be May 8, 2013 (date of May Board Meeting), and if we decide to do it again, it will need volunteers.
- Deadline for Logo Contest is fast approaching. We have not received many entries, and we should send another reminder.

## Old Business

- (nothing to report)

## New Business

- Proposal to update the Open Studio Policy.
  - New name “Multi Arts Members Open Studio”
  - Ceramics & Sculpture will be separated
    - Ceramics = \$12/week
    - Sculpture = \$20/month
  - Weaving Studio will increase to \$20 from \$5.
  - NEW: Painting Studio, \$20/month.
  - Vote called and passed.
- Emergency Action Plan, includes “Severe Weather Checklist” (for Policy and Procedures Manual)
  - Policy for severe weather.
  - Written by Rob Hill, Emergency Management Coordinator for the City of Stillwater.
  - Full policy will be available on Dropbox.
  - Vote called and passed.
- Accident Report Policy
  - Covers workplace injuries for employees, teachers, students, visitors.
  - Full policy will be available on Dropbox.
  - This is based on the city’s policy, but we have different legal liabilities. We should have legal assistance with this.
  - Tabled until next month, pending review by our insurance company.
- Denise provided information about programs offered by the Center for Non Profits in Oklahoma City.
  - Should we join? Cost is \$100
  - Benefits: Training and support for non-profit organizations.
  - Scheduled for further discussion for next month.
- Sculpture Garden Committee
  - Create a plan for sculpture garden and children’s area.
  - Committee sign-up sheet created.
- Holiday Schedule
  - We did not include Easter, Mother’s Day, Father’s Day – because the center was not open on Sundays last year.
  - Motion passed to be closed on Easter Sunday, starting in 2014.
  - Valerie proposed to keep Mother’s Day and Father’s Day as-is.
    - Track usage to see if it’s worth it.
    - Contact our ‘sister’ art centers to see what they do.
- Helen Gragert Art Festival Award

- Award to an “emergent artist with creativity and enthusiasm”, who also did not receive one of the main awards at the Stillwater art festival. Award consists of cash award for next year’s booth fee.
- Helen will not be doing the award this year.
- City is proposing that the Multi Arts Center take over the award.
- Judy Ramsey made a motion to turn down the offer from the city to take the award. Motion passed.